

Proposal Review Committee
May 10, 2016
Statewide Benefits Office
500 W. Loockerman Street
Duncan Building, Ste. 320, Dover, Delaware

Public Session: May 10, 2016, at 8:30 a.m.

The Proposal Review Committee (“PRC”) met on May 10, 2016, at the Statewide Benefits Office, Dover, Delaware. The following committee members and guests were present:

Brenda Lakeman, OMB, Director, Benefits Administration
Faith Rentz, OMB, Deputy Director, Statewide Benefits
Laurene Ehemann, OMB, RFP and Contract Manager, Statewide Benefits
Andrew Kerber, Deputy Attorney General
Wendy Brown, Department of Health and Social Services
Valerie Watson, Department of Finance
Kimberly Reinagel-Nietubicz, Office of Controller General
Omar Masood, Office of the Treasurer
Ken Simpler, State Treasurer
Jenifer Vaughn, Delaware Insurance Department
Evelyn Nestlerode, Administrative Office of the Courts
Zachary Pettyjohn, Correctional Officers’ Association

Introductions/Sign In

Ms. Lakeman called the meeting to order at 8:30 a.m.

Approval of Minutes

Ms. Lakeman requested a motion to approve the minutes from the March 15 and 16, 2016, meetings of the PRC. A motion was made by Ms. Nestlerode and seconded by Ms. Watson. The motion was approved with unanimous voice vote.

Discussion of the RFP for Consulting Services for the Group Health Insurance Program

Ms. Lakeman requested a motion to move into Executive Session to discuss the proposals, concerns about the bidders, and interview the finalists. Ms. Ehemann made the motion and it was seconded by Ms. Brown. The PRC moved into Executive Session at 8:31 a.m.

Adjournment

Upon return to the Public Session and with no further business, a motion to adjourn was made by Ms. Brown and seconded by Ms. Nestlerode. Upon unanimous voice approval, the meeting was adjourned at 4:20 p.m. Please note there were no public attendees.

Respectfully submitted,

Laurene M. Ehemann

Laurene M. Ehemann
RFP and Contract Manager